

THE SCHEDULE

Civil Sanctions

PART 1

Variable Monetary Penalties and Compliance Notices

Contents of final notice: variable monetary penalty

5. A final notice for a variable monetary penalty must include information as to—
 - (a) the grounds for imposing the penalty;
 - (b) the amount to be paid;
 - (c) how payment may be made;
 - (d) the period within which payment must be made, which must be not less than 28 days;
 - (e) rights of appeal; and
 - (f) the consequences of failing to comply with the notice.